

Use of Action Type 9 (Annual Reexamination Searching) May be Impaired by Inconsistencies in Technical Reference Guide (TRG) - June 1, 2001

Examination has shown that, for Action Types 9 and 10 only, the TRG requirements are not in full agreement.

- For action type 9, annual reexamination searching, the edit for 7i (page 52) and the HUD software properly require the individual family members' income records (fields 7a through 7f inclusive), while the TRG special instructions for action type 9 (page 9) erroneously require only the total annual income (field 7i).
- For action type 10, issuance of voucher, the edit for 7i erroneously requires the individual family members' income records, while the TRG special instructions for action type 10 (page 9) and the HUD software properly do not require the family members' income records.

HUD has determined that its developed software properly reflects program requirements; however, due to the inconsistencies in the TRG, it is possible that some PHA software may not.

What does this mean to me? If you do not send income records with action type 9, annual reexamination searching you will get a Fatal Error, and your software will need to be changed to send them. (For action type 10, issuance of voucher, it will not matter if you send family members' income records even though they are not required.) We apologize for these inconsistencies and will attempt to assist on a case by case basis those vendors and housing authorities who need to make corrections in their software.